App F IX—4

Previous References (1955 Sb Cm

File No 23 55

Serial Nos 121, 122

Later References

MYSORE GOVERNMENT SECRETARIAT

Serial Nos 2

211 E

Part B for 17 March 1956

SUBJECT

Transfer of Charge and taking Charge of the Office of the Commissio

WD 0249—GPB—25 000—16 9 55

L 16281 15 3 56

The Commissioner of C B
(Through the Mayor

Suggests the procedure be adopted when the Comm is transferred

G. S APP F III—1]

MYSORE GOVERNMENT SECRETARIAT

(CM-)

NOTES

File No

FILE HEADING,

Transfer of charge

FROM

one Commissioners CCA
(now au Std)

No SS PR 88/53 Dated 12.5.53 Received 16.5.53

Diary No 1129 } 1128 Enclos Spare copies Serial No

BRIEF ABSTRACT OF LETTER

Forwards for information the Transfer of charge from Sri K Hanumaraya to Sri D R Chamarasmath

NOTES AND ORDERS

Submitted

1) Article 142 sqm of Financial Code Vol I requires every transfer of charge of a Gazetted Common Servant to be effected in form 24. Article 142(3) requires Head of Dept to furnish a statement of unadjusted advances and unremedied objections to the relieving in forms 25 and 26. If so and Clear Notes from a Procedure has been followed here of appointment the Commissioners CCA will be required

NOTES—First Sheet

WD- 03 52 GPI - 10 000—10-7-53

Transfer & Charge — Corporation Commissioner

File No. 1128 ∫ 1129/me of 195

Mysore Government Secretariat

to clarify the Position for orders and explain why the prescribed form has not used

17/5 Mr 18/5

2) Pl. enclose a model form immediately

21/5

3) A Copy of the Prescribed form is sent up

Dr 24/5 Mr 26/5

4) The charge Report has not been sent in the prescribed form I think it is very necessary that the outgoing Commissioner should sign the charge report in the prescribed form as also the incoming Commissioner

5) Secondly, ~~Wherever there is a treasury,~~ usually the ACs in charge of Districts will have over the treasury charge also to the Officer who relieves the Deputy Comr. On the Corporation there is a treasury in charge of the Comr and there is a Treasury Officer as the Assistant and it may be very necessary to hand over the treasury charge also A copy showing the Cash balance on the date the charge was taken has to be sent to the Controller and another copy to Govt. The above

Transfer & Charge Corporation Commissions

1129/Ms

procedure has not been adopted in the case of the transfer & Charge in Blore Corporation for orders whether the ~~above proced~~ Charge report as suggested above may be obtained

27/5

Secy (Rev & Agri)

The Controller, S A D may be consulted urgently

6 JUN 1955 GOVT OF MYSORE

Ltr No 44 | 7 30 5 55

Forwarded unofficially to the Controller State Accounts Dept in Mysore Blore for favour of remarks

Dorsey/Rev & Agri 28/5/55

7162 27 MAY 1955 GOVERNMENT OF MYSORE

No 36 Date 31 May 1955 BANGALORE

Dated 1 June 1955

U O No 769 /Gaz Dt 14th February 56

Returned

As verified from the file of this office, it has been that copy of report of transfer of charge in UO No 12 C C Volume I, signed by both the relieved and relieving officers on the afternoon of 1 January 1955 has been received in this office on 15-5-1955 But the statement shows the

14 FEB 56 GOVERNMENT OF MYSORE

1129/Md

Transfer Charge — Corporation Treasuries

-2-

the detail of cash transferred a statement of unadjusted advances and unreconciled objections as required by the certificate contained therein have not been disclosed to the charge report sent to this office In the new form i.e., Form 24 of Mysore Financial Code, volume I, it may be observed that certificate with regard to statement showing details of cash, stamps etc,& which is required by the old form(in form No 12 C C volume I) has been deleted and a foot note has been inserted that in the case of transfer of charge of taluk treasuries by the Amildars and of District treasuries by the Deputy Commissioners, certificate of transfer of charge will be in form Mysore Treasury Code 2 (T C 2)

As regards permanent advances, it is reported by the Accountant, Corporation of the City of Bangalore, Bangalore, that the same is also handed over by the relieved Commissioner and acknowledged by his successor

In regard to the transfer of charge of Corporation Treasury, it may be stated that this treasury cannot be considered as a treasury in the strict sense of the term which is applicable in the case of Government treasuries It is analogous to the cash branches of several Government Departments and it is only functioning as a cash counter purely for the purpose of receiving cash from the public and all collectors of no amount or money is kept in this treasury except the balance after all the receipts are sent to the Bank each day As such, I feel that an authorised permanent advance of cash balance on hand would be sufficient

(H [illegible] J U G)
CONTROLLER

To

The Secretary to Government,
Education & Local Self Government
Departments, Bangalore

1129/ord

5

Transfer of Charge - Capmakers Commissioner

10) The Director of the Controller is for kind perusal with reference to Para 6 & 7 supra

15/12 M. 16/2 11) Controller's opinion at Statement "A" in Para 9 may be accepted. The Comr will be instructed to acknowledge the Permanent advance and cash balance on hand whenever transfers of Comrs will take place

EDUCATION & L S G SECTT 17539 20 DEC 1956

Sec/Edn 4.12.56

12) 17/12

22/12/56

13) Draft letter is put up

14) Issued 12/3

Mr 2/3

Letter No 2 16281/C-M 23-55 12 dated 15.3.56 To the Corp CC B Through the Mayor suggests the procedure to be adopted when the Comr is transferred

B 21/12/56 M.

CH 23-55-121

CORPORATION OF THE CITY OF BANGALORE.

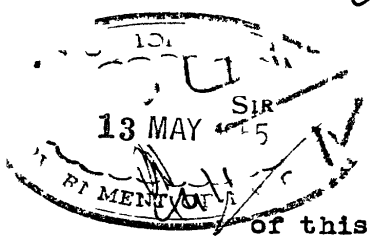
No B5-P.R.88/55-56. 1129 CORPORATION OFFICES,
BANGALORE

Dated 12th May 195 5.

FROM Sri. K. Henjerappa, B A.,B.L.,
THE COMMISSIONER,
CORPORATION OF THE CITY OF BANGALORE,
BANGALORE

To

The Secretary to the Government of Mysore,
Education & Local Self Government Departments,
B A N G A L O R E



I write to inform you that I have on the after-noon of this day the 12th May 1955 made over charge of the Office of the Commissioner, Corporation of the City of Bangalore to Sri D R Channarudraiya, B.A.,M.Sc., appointed Commissioner, Corporation of the City of Bangalore, in Government Notification No.Ch S 2023/GE.24-55-6 dated 11th May 1955. His specimen signature is herein enclosed.

Yours faithfully,

Henjerappa 12/5
(K. HENJERAPPA)
COMMISSIONER.

VKR.12/5/-.

Specimen signature of Sri D R Channarudraiya,B A,M S

D R Channarudraiya

Should they not send a specimen signature from Govt

or 14/5

2

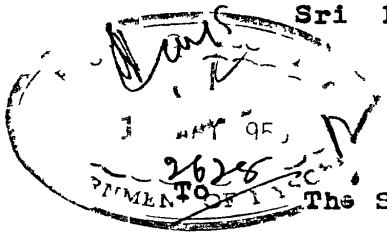
CORPORATION OF THE CITY OF BANGALORE

OFFICE OF THE COMMISSIONER,
CORPORATION OF BANGALORE,

No B5.P.R.88/55-56. Bangalore Dated 12th May . 1955.

From

Sri D R Channarudraiya, B A.,M.Sc.,
Commissioner,
Corporation of the City of Bangalore,
BANGALORE



To The Secretary to the Government of Mysore,
Education & L S G Departments,
BANGALORE

Sir,

I write to inform you that I have on the after-noon of this day the 12th May 1955, assumed charge of the Offices of the Commissioner of the Corporation of the City of Bangalore from Sri. K. Hanjerappa, B.A , B.L.

14/5

Yours faithfully,
D R Channarudraiya
(D R Channarudraiya)
COMMISSIONER.

VKR.12/5/-.

Form 24 Mysore Financial Code Volume I]

3

REPORT OF TRANSFER OF CHARGE BY OFFICERS

for permanent record]

WD 015451—GPB—35 000—26-9-51

(Vide *Article* 142, *Mysore Financial Code, Volume I*)

N B—This report is not required when the transfer of charge is due to an officer proceeding on casual leave

No Office of

Station

Dated

1 Name of relieved officer

2 Designation of relieved officer

3 Name of relieving officer

4 Designation of relieving officer

5 Date and hour of transfer charge

[Whether Forenoon or Afternoon should be clearly noted]

6 Authority under which the transfer is made

7 Reason for transfer of charge

8 Address of the relieved officer during leave

9 Treasury at which payment of leave salary is desired

*Certified that—

(*a*) a statement of unadjusted advances and unremedied objections in the prescribed form have been attached to the charge report forwarded to the Accountant General

(*b*) an acknowledgment of the permanent advance in the prescribed printed form (*vide* Article 208 Mysore Financial Code Vol. I) will be attached to the next salary bill of the Relieving Officer

*These should be signed by the relieving officer

[P T O

To-

1

†2

3 The Secretary to the Government of Mysore

Department

4 Treasury Officer

5 The Accountant General Mysore Bangalore

Note —In the case of transfer of charge of Taluk Treasuries by Amildars and of District Treasuries by Deputy Commissioners Certificate of transfer of charge will be in Form M T C 2

Certified that a copy of the report has been sent to the Treasury Officer on ...

Signature of relieved officer

Signature of relieving officer

---

*Here enter the designation of the immediate official superior

†Here enter the designation of the Head of the Department

W D 06053—GPB—600 blks of 50 shts each—27 5 54

C F 74]

Routine Notes

[To be used only for notes, requisitions, etc , not intended for permanent record]

WD 015451—GPB—35 000—26-9-5

N B —Should routine notes be written on small slips the note must be copied or slips pasted on this form

] F 74]

Routine Notes

To be used only for notes, requisitions, etc , not intended for permanent record]

WD 15451—GPB—35,000—26-9 51

N B —Should routine notes be written on small slips the notes must be copied or slips pasted on thi form

SCV

4

No L 16281/CM 23-55-122
D - 15-3-56

To The Commissioner CCB Trichy Cantt

Major

Sir,

Sub Procedure of charge and taking charge of the office of the Commissioner

Ref your letter no BS PR 85/55/56 dated 12-5-1955

With reference to the above, I am directed to state that whenever the transfers ~~are effected~~ of the Commissioner's corporation is effected, the report & transfer of charge should contain the acknowledgment of permanent advance and Cash balance on hand

This Procedure may kindly be adopted in future

Yours faithfully

for Secretary

No L 16282 - 83
D 15-3-56

Copy to the Controller SAD for information with ref to his Memo No 769 CSA dated 14-2-56

Auditor CCB

5

GOVERNMENT OF MYSORE

Mysore Government
~~General and Revenue~~ Secretariat

15-3-56
No 16281 /en 23-55-122 *Dated Bangalore,* 15- 3- 1956

From

The *Secretary to the Government of Mysore,*
Education & LSG Departments

To

The Commissioner,
Corporation of the City of Bangalore--

through the Mayor.

Sir,

Sub - Transfer of charge and taking charge of the Office of the Commissioner

Ref - Your letter No.B.5 PR 88/55-56 dated 12-5-1955.

With reference to the above, I am directed to state that whenever the transfers of the Commissioners of Corporation is effected, the report of transfer of charge should contain the acknowledgement of permanent advance and cash balance on hand.

This procedure may kindly be adopted in future

Yours faithfully,

sd/-
(V Hanumanthappa)
for Secretary to Government,
Education & LSG Departments

bws 13 3

p t o

Memo No. L. 16282-83 D 15-3-58.

Copy of the above is forwarded to the

Controller, State Accounts Department, Bangalore,

for information with reference to his Un-official Memo No.769/CSA dated 14-2-1958.

The Auditor, Corporation of the City

of Bangalore.

(M.A.Laccai)
for Secretary to Government,
Education & L&C Departments.

6

GOVERNMENT OF MYSORE

Mysore Government
~~General and Revenue~~ Secretariat

No L. 16281 /e 17-23-55-122 Dated Bangalore, 15-3-1956.

From

The *Secretary to the Government of Mysore,*
Education & LSG Departments.

To

The Commissioner,
Corporation of the City of Bangalore--

through the Mayor.

Sir,

Sub - Transfer of charge and taking charge of the Office of the Commissioner.

Ref - Your letter No.B.5.PR.88/55-56 dated 12-5-1955.

With reference to the above, I am directed to state that wherever the transfers of the Commissioners of Corporation is effected, the report of transfer of charge should contain the acknowledgement of permanent advance and cash balance on hand.

This procedure may kindly be adopted in future.

Yours faithfully,

sd/-
(V Hanumanthappa)
for Secretary to Government,
Education & LSG Departments.

bvs 13.3.

p.t o

Memo No.L. 16285-83 D. 15-3-57

Copy of the above is forwarded to the Controller, State Accounts Department, Bangalore, for information with reference to his Un-official Memo No.709/CSA dated 14-2-1956.

The Auditor, Corporation of the City of Bangalore.

(M.A.Meccai)
for Secretary to Government,
Education & LSGDepartments